

SANPETE COUNTY COMMISSION WORK MEETING

October 13, 2008, 12:00 P.M.

Sanpete County Courthouse, 160 North Main, Room 303, Manti, Utah

Present are: Commission Chair Claudia Jarrett, Commissioner Mark Anderson, and County Clerk Sandy Neill. Also present is Sheriff Kevin Holman, Gary Larsen, Kenny Kirkham, Beverly Thomas, Brad Bown, Robert Braithwaite, and Greg Peterson.

Meeting is called to order by Commission Chair Claudia Jarrett.

SHERIFF KEVIN HOLMAN: DISCUSSION ON NEED FOR PERFORMANCE BASED PAY; OVERVIEW OF DUTIES OF SHERIFF'S OFFICE EMPLOYEES

Sheriff Holman reviews the law enforcement duties of the sheriff's office, and compares the duties with the duties of other law enforcement agencies. He reviews the training received, and the forms that are currently used to enforce the performance based policy. Captain Robert Braithwaite describes his duties and work load. Captain Gary Larsen describes his work load and duties. Captain Larsen states the sheriff's office is currently understaffed, so he needs to deal with comp time issues. The Commissioners ask how things are working with the new county detective. Captain Larsen explains that this has been a great addition to the sheriff's office. Sergeant Kenny Kirkham reviews his duties and work load. Sgt. Kirkham states he never understood how much needed to be done until he was made a sergeant. He explains the responsibilities of the SERT team (Sheriff Emergency Response Team), and the training that they've received. The sergeants schedule 2 duty cars, and are available to assist when needed (to fill shifts or help with calls). Evaluations are used for all the full-time employees, but not for the part-time employees. The county currently has 8 full-time road deputies. Sergeant Greg Peterson reviews his duties and workload. He attends the regional Homeland Security Meetings, and it is noted that our region may be getting money based on a gap analysis that was done that showed the need for more security services in our region. This grant money likely would be used to improve communications. Commissioner Anderson suggests that some of that grant money might be put to good use for the emergency alert system for areas of the county who will be unable to use the television towers when analog is discontinued early next year. The Commissioners ask about radar guns, and how often they are calibrated. A few part time vehicles do not have guns at this time, and they should be calibrated yearly, we usually arrange to have it done with other agencies at the same time.

Sheriff Holman states that the new jail is in the process of being staffed. The sheriffs office will continue with the performance based evaluation and pay to provide an environment that is fair and equitable. They would like to make transition for the rest of the office to this performance based system. Beverly Thomas addressed the advantages of the performance based merit system for all employees.

Commissioner Anderson appreciates the description of job duties, and admires the work that the officers do. He is concerned about taking this across the board, and putting civilians on this merit based system. Not everyone is required to be certified. These other employees are hired to do one job, and one job only. Sheriff Holman responds that the certifications change ranges, they don't really address performance. He wants to be able to address performances. He states that job descriptions can be made for each job in the County. He feels it is critical to tie their job description with their performance and their pay. Commissioner Anderson understands the need for this system with post certified employees, but doesn't feel that the same needs to be done in the rest of the county positions. Commissioner Jarrett is concerned that this puts the County in a position that we may not be able to afford. She states that not all people work just for the pay. Many have a great work ethic, and will perform whether or not there is a pay incentive. Dialog needs to be open between the employees and the supervisor to make the best of their abilities. A performance based program may need to be done, but it does not necessarily need be tied to pay. The Commissioners state that they hesitate to allow the rest of the sheriff's office to move to this system for all of their employees, until we discuss the possibility of having this happen for all of the county. The sheriff will need to hire new staff now based on the current pay scale, and address this early next year when 2 new Commissioners are on board. Sheriff Holman is concerned that these employees will be hired at a higher salary than they would've been on the merit system, and it will be harder to change to the new system later.

Motion is made by Commissioner Anderson to adjourn. The motion is seconded by Commissioner Jarrett, and the motion passes.

The meeting is adjourned at 2:16 P.M.

ATTEST: Sandy Neill
Sandy Neill
Sanpete County Clerk

APPROVED: Claudia Jarrett
Claudia Jarrett
Commission Chair